

INCOME\* GUIDELINES FOR  
DETERMINING ELIGIBILITY  
FOR FREE AND REDUCED  
PRICE MEALS

CONNECTICUT STATE DEPARTMENT OF EDUCATION  
School Child Nutrition Programs

INSTRUCTIONS

Rev. 05/14  
7CFR Part 245.3(a)

1. Income guidelines to be used by all persons reviewing applications.
2. Distribute to all schools/sites for use by determining officials.

The following income guidelines will be used in Connecticut from **July 1, 2014** to **June 30, 2015** for determining eligibility of participants for free and reduced price meals and milk in the Child Nutrition Programs. These guidelines are taken from the United States Department of Agriculture's annual adjustments to the Income Guidelines. **Note:** Before approving ANY free/reduced price meal/milk applications, the determining official must do the following: 1) Refer to and review the USDA August 2013 [Eligibility Manual for School Meals](#) manual, 2) Review the 2014-15 application and instruction form, and 3) Review the 2014-15 Parent/Guardian Letter to Households for School Meals/Milk and Snacks.

**FREE MEALS/MILK**

**REDUCED PRICE MEALS**

Number in Family	Annual Gross Income	Monthly Gross Income	Twice Per Month Gross Income	Every Two Weeks Gross Income	Weekly Gross Income	Number in Family	Annual Gross Income	Monthly Gross Income	Twice Per Month Gross Income	Every Two Weeks Gross Income	Weekly Gross Income
1	\$15,171	\$1,265	\$633	\$584	\$292	1	\$21,590	\$1,800	\$900	\$831	\$416
2	20,449	1,705	853	787	394	2	29,101	2,426	1,213	1,120	560
3	25,727	2,144	1,072	990	495	3	36,612	3,051	1,526	1,409	705
4	31,005	2,584	1,292	1,193	597	4	44,123	3,677	1,839	1,698	849
5	36,283	3,024	1,512	1,396	698	5	51,634	4,303	2,152	1,986	993
6	41,561	3,464	1,732	1,599	800	6	59,145	4,929	2,465	2,275	1,138
7	46,839	3,904	1,952	1,802	901	7	66,656	5,555	2,778	2,564	1,282
8	52,117	4,344	2,172	2,005	1,003	8	74,167	6,181	3,091	2,853	1,427
Each Add'l Family Member	+5,278	+ 440	+220	+ 203	+102	Each Add'l Family Member	+ 7,511	+ 626	+313	+ 289	+ 145

If a household has only one source of income, or if all sources of income are the same frequency, **do not** use conversion factors. Compare the income or sum of the incomes to the chart above for the appropriate frequency and household size to make the eligibility determination.

Many households have different sources of income coming into the home at different frequencies, such as weekly or bi-weekly wages and monthly social security benefits. In these situations, all sources of income must be converted to an annual amount using the following calculations:

**Multiply by: Weekly x 52 ♦ Every two weeks x 26 ♦ Twice per month x 24 ♦ Monthly x 12**

\*Income means income before deductions such as income taxes, Social Security taxes, insurance premiums, charitable contributions and bonds. It includes the following: 1) Monetary compensation for services, including wages, salary, commissions or fees; 2) net income from non-farm self-employment; 3) net income from farm self-employment; 4) Social Security; 5) dividends or interest on savings or bonds or income from estates or trusts; 6) net rental income; 7) public assistance or welfare payments; 8) unemployment compensation; 9) government civilian employee or military retirement, or pensions or veterans' payments; 10) private pension or annuities; 11) alimony or child support payments; 12) regular contributions from persons not living in the household; 13) net royalties; and 14) other cash income. Other cash income would include cash amounts received or withdrawn from any source including savings, investments, trust accounts and other resources. "Income" as used here does not include any income or benefits received under any Federal programs, which are excluded from consideration as income by any legislative prohibition, for example, the value of food stamps.

In applying guidelines, a school food authority/institution **must** compare the household's size and total household income to the income guidelines to determine eligibility for free or reduced price meals. Children of parents or guardians who become unemployed may be eligible for free or reduced price meals or for free milk during the period of unemployment.